

# Memorandum



**Date:** July 24, 2007

**To:** Honorable Chairman Bruno A. Barreiro  
and Members, Board of County Commissioners

Agenda Item No. 8(O)(1)(B)

**From:** George M. Burgess  
County Manager

A handwritten signature in black ink, appearing to read "G. Burgess", written over the printed name of George M. Burgess.

**Subject:** Resolution Waiving Formal Bid Procedures

## **Recommendation**

It is recommended that the Board of County Commissioners waive competitive bidding procedures for the attached contracts to purchase goods and services pursuant to Section 2-8.1 of the County Code and Section 4.03(D) of the Home Rule Charter, in the best interest of Miami-Dade County.

## **Scope**

The impact of the items in the accompanying Bid Waiver Package is countywide in nature.

## **Fiscal Impact/Funding Source**

The accompanying Bid Waiver Package states the funding source for each department utilizing a contract. It should be noted that no funds are to be expended on any contract if the department's budget cannot support such expenditures.

## **Track Record/Monitor**

None of the recommended vendors in the accompanying Bid Waiver Package have been noted as in default of any County contracts. Each department's contract manager is reflected in the accompanying Bid Waiver Package.

## **Background**

### **Section 1 SOLE SOURCES**

A sole source purchase is the procurement of a good or service under Administrative Order 3-38 for which there is no other vendor who can compete to provide the good or service, and an equal product or service is not available from any other supplier.

**Item 1.1: Hardware and Software Maintenance Support Services** is approval of a sole source contract to provide the Enterprise Technology Services Department with the required maintenance, technical support and services for the storage tape system utilized to manage the master data backup system for the County. The amount being requested is **\$800,000**.

**Item 1.2: SAS Data Analysis Software, Maintenance and Support Services** is approval of a sole source contract to continue to license the SAS Data Analysis & Graphing software, and to receive maintenance and support services for various County departments. The amount being requested is **\$753,246**.

**Item 1.3: Airport Security Systems, Operations and Maintenance** is approval of a sole source contract to continue to provide maintenance and repair support services to the airport security systems for the Aviation Department. The amount being requested is **\$3,170,024**.

## **Section 2 BID WAIVERS**

A bid waiver is a purchase of a good or service under Administrative Order 3-38 without formal competitive bidding when it is in the best interest of the County.

**Item 2.1: Deoxyribonucleic Acid (DNA) Testing Equipment, Supplies, Training and Maintenance** is approval of a bid waiver contract to purchase DNA testing equipment, supplies, training and maintenance services for the Miami-Dade Police Department crime laboratories. The amount being requested is **\$715,000**.

**Item 2.2: Emphasys Professional Services** is approval of a bid waiver contract to purchase professional services for ongoing system support and implementation services for Phase II of the Emphasys Computer System (ECS) deployment for the Miami-Dade Housing Agency. The amount being requested is **\$950,000**.

## **Section 3 COMPETITIVE BID WAIVERS**

A bid waiver is a purchase of a good or service under Administrative Order 3-38 without formal competitive bidding when it is in the best interest of the County. A "competitive" bid waiver is when bids, quotes or proposals were sought from multiple vendors and competition was obtained "in fact," although not adhering to all of the standards for full and open competition as prescribed by Section 2-8.1 of the County Code and Administrative Order 3-38.

There are no items for this section.

## **Section 4 EMERGENCY PURCHASES**

An emergency purchase under Administrative Order 3-38 is an unforeseen or unanticipated urgent and immediate need for goods or services where the protection of life, health, safety or welfare of the community, or the preservation of public properties, would not be possible using other purchasing methods described in Administrative Order 3-38.

**Item 4.1: Baggage System Maintenance Service** is to ratify an emergency award for baggage system maintenance services for the Miami-Dade Aviation Department. The amount being requested is **\$436,150**.

**Item 4.2: Sewer Main Repair, Sunny Isles Beach Boulevard** is to ratify an emergency award for the repair of the gravity sewer main located at Sunny Isles Beach Boulevard. The amount being requested is **\$848,027**.

## **Section 5 NON-COMPETITIVE CONTRACT MODIFICATIONS**

A noncompetitive contract modification is when the requested supplemental allocation for goods or services significantly exceeds the scope of the original contract award and allocation representing, therefore, a waiver of the competitive bidding process under Administrative Order 3-38 for the additional goods and services.

**Item 5.1: Library Automated System Upgrade** is approval for additional spending authority and time to allow the Miami-Dade Public Library System (MDPLS) to procure computer hardware, licenses, maintenance and support services for the Horizon Library Automated System used at all its facilities. The additional amount being requested is **\$1,286,215**.

**Item 5.2: Emphasys Software and Maintenance** is approval for additional spending authority to purchase software upgrades and maintenance services for Phase I of the Elite Section 8 System used at Miami-Dade Housing Agency for federal audit compliance and management of several programs within the agency. The additional amount being requested is **\$374,000**.

**Item 5.3: Security Guard and Screening Services** is approval for additional spending authority and time to purchase security guard and screening services for various facilities managed by General Services Administration. The additional amount being requested is **\$22,000,000**.

## **Section 6 CONFIRMATION (UNAUTHORIZED) PURCHASES**

A confirmation purchase is the ratification action that authorizes a prior unauthorized purchase under Administrative Order 3-38.

**Item 6.1: Lot Clearing Services** is ratification of a confirmation purchase for lot clearing services rendered for General Services Administration. The amount being requested is **\$312,165**.

## **Section 7 REQUESTS FOR AUTHORITY TO EXERCISE OPTION-TO-RENEW (OTR) PERIODS UNDER EXISTING NON-COMPETITIVE CONTRACTS THAT WOULD BRING THE CUMULATIVE CONTRACT VALUE TO MORE THAN \$100,000**

The non-competitive contracts listed in this section require approval to exercise future option-to-renew (OTR) periods contained in the contract that would, if exercised, bring the cumulative value of the contract over \$100,000. Each contract was awarded under the County Manager's delegated authority pursuant to Section 2-8.1(b) of the County Code and the Master Procurement Administrative Order, A.O. 3-38. The County Manager's delegated authority for non-competitive procurements is capped at \$100,000.

Prior to exercising any OTR periods, market research is conducted to ensure the continued purchase from the awarded vendors is in the best interest of the County. Market research includes competitive factors such as pricing, quality, product features, technology, and lead time. It may also include commercial factors such as environmental issues, other government entity practices, industry trends, support and capabilities. The OTR periods on the contracts in this section will be executed once determined to be in the best interest of the County.

**Item 7.1: Grizzly Cranes and E-Z Compactor Parts, Maintenance and Repair Services** is approval to exercise the option-to-renew periods for this contract established for the purchase of parts, maintenance and repair services for Grizzly cranes and E-Z compactors for the Department of Solid Waste Management. The amount being requested is **\$80,000**.

**Item 7.2: Brown Bear Sludge Equipment Original Equipment Manufacturer (OEM) Maintenance, Repair Services and Spare Parts** is approval to exercise the option-to-renew periods for this contract established to purchase maintenance, repair services and spare parts for the Brown Bear sludge units by the Miami-Dade Water and Sewer Department. The amount being requested is **\$100,000**.

**Section 8 REQUESTS FOR RETROACTIVE APPROVAL FOR THE EXECUTION OF OPTION-TO-RENEW (OTR) PERIODS UNDER EXISTING NON-COMPETITIVE CONTRACTS**

The non-competitive contracts listed in this section require retroactive approval for the execution of option-to-renew periods contained in the contract that brought the cumulative value of the contract over \$100,000. Each contract was awarded under the County Manager's delegated authority pursuant to Section 2-8.1(b) of the County Code and the Master Procurement Administrative Order, A.O. 3-38. These contracts, when originally awarded, were valued below \$100,000. Subsequently, the OTR periods were exercised which caused the cumulative value of the contract to exceed the \$100,000 threshold. Historically, these OTRs were exercised under the County Manager's delegated authority. Prospectively in the interest of transparency and full disclosure, we will be presenting these items to the Board for approval. This practice is consistent with that requested by the Board for competed contracts valued up to \$1 million awarded under the County Manager's delegated authority. Retroactive approval of the execution of option-to-renew periods is now requested.

There are no items for this section.



Assistant County Manager

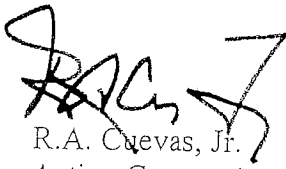


# MEMORANDUM

(Revised)

TO: Honorable Chairman Bruno A. Barreiro  
and Members, Board of County Commissioners

DATE: July 24, 2007

FROM:   
R.A. Cuevas, Jr.  
Acting County Attorney

SUBJECT: Agenda Item No. 8(O)(1)(B)

Please note any items checked.

- ☐ "4-Day Rule" ("3-Day Rule" for committees) applicable if raised
- ☐ 6 weeks required between first reading and public hearing
- ☐ 4 weeks notification to municipal officials required prior to public hearing
- ☐ Decreases revenues or increases expenditures without balancing budget
- ☐ Budget required
- ☐ Statement of fiscal impact required
- ☒ Bid waiver requiring County Manager's written recommendation
- ☐ Ordinance creating a new board requires detailed County Manager's report for public hearing
- ☐ Housekeeping item (no policy decision required)
- ☐ No committee review

Approved \_\_\_\_\_ Mayor

Agenda Item No. 8(O)(1)(B)

Veto \_\_\_\_\_

07-24-07

Override \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

RESOLUTION WAIVING FORMAL BID  
PROCEDURES FOR THE PURCHASE OF GOODS  
AND SERVICES AND AUTHORIZING THE COUNTY  
MAYOR TO AWARD SAME, WITH AUTHORITY TO  
EXERCISE OPTIONS-TO-RENEW ESTABLISHED  
THEREUNDER

**WHEREAS**, the County Mayor recommends to this Board to waive formal bid procedures for the purchase of goods and services which cannot be purchased under normal bid procedures,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board finds it is in the best interest of Miami-Dade County to waive formal bid procedures for the purchase of goods and services and to authorize the County Mayor to award such contracts, with authority to exercise options-to-renew established thereunder pursuant to Section 4.03(D) of the Home Rule Charter and Section 2-8.1 of the County Code by a two-thirds (2/3s) vote of the Board members present.

The foregoing resolution was offered by Commissioner ,  
who moved its adoption. The motion was seconded by Commissioner  
and upon being put to a vote, the vote was as follows:

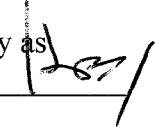
Bruno A. Barreiro, Chairman	
Barbara J. Jordan, Vice-Chairwoman	
Jose "Pepe" Diaz	Audrey M. Edmonson
Carlos A. Gimenez	Sally A. Heyman
Joe A. Martinez	Dennis C. Moss
Dorrin D. Rolle	Natacha Seijas
Katy Sorenson	Rebeca Sosa
Sen. Javier D. Souto	

The Chairperson thereupon declared the resolution duly passed and adopted this 24th day of July, 2007. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF COUNTY  
COMMISSIONERS

HARVEY RUVIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency. 

Hugo Benitez

It is recommended that the Board of County Commissioners waive the use of the formal bidding process for the items listed in this package pursuant to Section 4.03 (D) of the Home Rule Charter in the best interest of Miami-Dade County.

**SECTION #1**  
**SOLE SOURCES**

**Item 1.1**

**RECOMMENDATION**

It is recommended that the Board of County Commissioners waive formal bid procedures and approve award of a contract to Sun Microsystems Inc. for continued maintenance services, technical support and services for the Enterprise Technology Services Department (ETSD). Sun Microsystems Inc. equipment supports the data backup functions associated with County software applications for the Miami-Dade Corrections and Rehabilitation Department, Water and Sewer Department, Miami-Dade Police Department, the Criminal Justice Information System (CJIS), the County payroll system, as well as other systems supported by ETSD.

**Contract No:** SS8134-2/09

**Contract Title:** **Hardware and Software Maintenance Support Services**

**Description:** This contract will provide ETSD with the required maintenance, technical support and services for the storage tape system utilized to manage the master backup system for the County.

**Term:** Three years, with two, one-year options-to-renew

**Contract Amount:** \$800,000 for the initial three-year term

**Using/Managing Agencies  
and Funding Sources:**

<b><u>Department</u></b>	<b><u>Allocation</u></b>	<b><u>Funding Source</u></b>
ETSD	\$800,000	General Fund and Service Charges

**Previous Contract Allocation:** \$285,000 for eighteen months

<b>Vendor:</b>	<b>Address</b>	<b>Principal</b>
• Sun Microsystems, Inc. (Non-local vendor)	P.O. Box 198330 Atlanta, GA 30384-8330	Jonathan Schwartz

**Contract Measure:** No measure – sole source

**Review Committee Date:** June 7, 2006; Item #2-02

**Local Preference:** Not applicable

**Living Wage:** The Living Wage Ordinance does not apply.



<b>User Access Program (UAP):</b>	This contract includes the User Access Program (UAP) provision. The 2% program discount will be collected on all purchases.
<b>Performance Data:</b>	There are no known performance issues.
<b>Contract Managers:</b>	Leida Altman Carrillo, Department of Procurement Management  Mirta Lopez Cardoso, Enterprise Technology Services Department
<b>Contract Effective Date:</b>	Upon approval by the Board of County Commissioners and expiration of the mayoral veto period.

### **JUSTIFICATION**

The Enterprise Technology Services Department (ETSD) is requesting approval of a sole source contract to Sun Microsystems Inc. The new agreement will provide ETSD with the required maintenance, technical support and services for the storage tape system utilized to backup all application data at ETSD.

The current equipment utilized by ETSD consists of a variety of tape drives, controllers and the related software that manages the master backup system for various critical systems. This equipment has been acquired through various purchasing mechanisms such as competitively awarded state contracts, sole source purchases and competitive bid awards. This contract will consolidate the maintenance component of these various purchases.

The maintenance for this equipment is critical to keep applications in excellent working order, ensuring that the County can restore information in the event of system failure. The award of this contract will reduce the County's liability by making Sun Microsystems Inc. responsible for the maintenance of the storage equipment. This contract also includes provisions for services related to emergencies, including technical malfunctions, natural events and human errors. Additionally, as the County continues to expand operations, this contract will allow ETSD to expand backup operations and acquire additional storage tape components.

The maintenance and support services required for the software and equipment utilized by ETSD are proprietary to Sun Microsystems. It is recommended that this successor contract be executed to ensure adequate funding to support the existing ETSD systems and ensure protection of the County's valuable data.

## Item 1.2

### **RECOMMENDATION**

It is recommended that the Board of County Commissioners approve the award of a sole source contract to SAS Institute Inc. (SAS) for the County to continue to license the SAS Data Analysis & Graphing software and receive maintenance and support services. This software provides the Enterprise Technology Services Department (ETSD) with the ability to perform statistical, graphical and data-mining reporting functions which are considered critical reporting tools utilized by the Criminal Justice Information System (CJIS), Financial Administration Management Information System (FAMIS) and many other critical County applications. In addition to ETSD, the Miami-Dade Aviation, Solid Waste Management and Environmental Resources Management departments are current users of the SAS software.

**Contract No:** SS8298-4/14

**Contract Title:** **SAS Data Analysis Software, Maintenance and Support Services**

**Description:** This contract will provide the County with continued use of licensed SAS products, maintenance and support services. The County utilizes the SAS proprietary products to provide statistical, graphical and data-mining reporting which are considered critical reporting tools utilized by CJIS, FAMIS, and many other critical County applications.

**Term:** Three years, with four, one-year options-to-renew

**Contract Amount:** \$753,246 for the initial three-year term

**Using/Managing Agencies  
and Funding Sources:**

<b><u>Departments</u></b>	<b><u>Allocation</u></b>	<b><u>Funding Source</u></b>
Aviation	\$107,646	Operating Revenue
DERM	\$ 6,600	Proprietary Revenue
ETSD	\$600,000	General Fund and Service Charges
Solid Waste	<u>\$ 39,000</u>	Operating Revenue
<b>Total:</b>	<b>\$753,246</b>	

**Previous Contract Allocation:** \$373,500 for a one-year period

<b>Vendor:</b>	<b>Address</b>	<b>Principal</b>
•SAS Institute Inc. (Non-local vendor)	100 SAS Campus Drive Cary, NC 27513-2414	Jim Goodnight

**Contract Measure:** No measure – sole source

**Review Committee Date:** March 14, 2007; Item #2-01

<b>Local Preference:</b>	Not applicable
<b>Living Wage:</b>	The Living Wage Ordinance does not apply.
<b>User Access Program (UAP):</b>	This contract includes the User Access Program (UAP) provision. The 2% discount will be collected on all purchases.
<b>Performance Data:</b>	There are no known performance issues.
<b>Contract Managers:</b>	<p>Julian Manduley, Department of Procurement Management</p> <p>Mirta Lopez Cardoso, Enterprise Technology Services Department</p> <p>Carlos Garcia, Miami-Dade Aviation Department</p> <p>Rey Perez, Solid Waste Management Department</p> <p>Steve Blair, Department of Environmental Resources Management</p>
<b>Contract Effective Date:</b>	Upon approval by the Board of County Commissioners and expiration of the mayoral veto period.

### **JUSTIFICATION**

The County is requesting approval of a sole source contract to SAS. The new contract agreement will replace the current contract expiring July 31, 2007. The replacement contract will provide the County with the right to continue using SAS products, including maintenance and support services for the SAS Base & Graph software.

ETSD utilizes SAS products to provide statistical, graphical and data-mining reporting which are considered critical reporting tools utilized by CJIS, FAMIS and many other applications. Over 2,000 daily individual batch production jobs use SAS for reporting, data-mining, graphing and statistical analysis. Every major mainframe system uses SAS (Payroll, FAMIS, Building, Taxes, Courts, Police, Waste, Corrections, Human Services, Housing, Elections, GIS, Transit, Employee Relations, GSA, plus others).

The Miami-Dade Aviation Department utilizes SAS products to generate production batch reports for security and related systems such as fingerprint, customs, employee badging for airport staff, security gate stop lists, work order maintenance systems, inventory systems, sales ticket airfield activity and billing reports, as well as terminal, airside and landside operations reports.

The Department of Solid Waste Management utilizes SAS products for statistical analysis and reporting of data from the Scale House Control System. The system stores the tonnages, material types and disposal fees of the garbage and trash collected and disposed of at transfer and disposal sites in Miami-Dade County.

The Department of Environmental Resources Management (DERM) utilizes SAS products to assist in data editing, formatting, reporting and warehousing of environmental data. Additionally, DERM

conducts various statistical analysis and assessment of the data to determine status, trends and descriptive statistics of conditions between Water Quality Sampling Stations and Biological Monitoring Stations. These stations are set up by DERM to monitor and ensure compliance with environmental regulations such as water quality and amount of rain fall.

SAS is the sole source provider of this software, its maintenance and support services. They have proprietary rights on all SAS software products. The SAS proprietary software has been used by Enterprise Technology Services Department (ETSD) since the 1980s. It is recommended that this successor contract be executed to ensure the continued use of the SAS products and to receive the maintenance and support services for the continuity of business operations.

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**Item 1.3**

**RECOMMENDATION**

It is recommended that the Board of County Commissioners approve the award of a sole source contract to Ericsson to continue to provide the Miami-Dade Aviation Department (MDAD) with operations and maintenance (O & M) full support services to the security system used throughout Miami International Airport (MIA).

**Contract No:** SS8350-4/20

**Contract Title:** **Airport Security Systems Operations and Maintenance**

**Description:** This replacement contract will provide MDAD with O & M full support services for the security, digital video, audio, and access control transmission equipment that consists of preventive and corrective maintenance, software upgrades, warranty actions, trouble ticketing, advanced trouble isolation, advanced trouble resolution, testing and implementation.

**Term:** Five years, with four, two-year options-to-renew

**Contract Amount:** \$3,170,024 for the initial five-year term

**Using/Managing Agencies  
and Funding Sources:**

<u>Departments</u>	<u>Allocation</u>	<u>Funding Source</u>
Aviation	\$3,170,024	Operating Revenue

**Previous Contract Allocation:** \$351,407, for a 6-month initial term from March 1, 2007 through August 31, 2007

<b>Vendors:</b>	<b>Address</b>	<b>Principal</b>
•Ericsson Inc. (Non-local Vendor)	3001 Executive Dr., Suite #210 Clearwater, FL 33762	David Jacobs

**Contract Measure:** No measure – sole source

**Review Committee Date:** May 16, 2007, Item #2-04

**Local Preference:** Not applicable – Sole Source

**Living Wage:** The Living Wage Ordinance does not apply.

**User Access Program (UAP):** This contract does not include the User Access Program (UAP) provision due to the funding source.

**Vendor Performance:** During the last three-year contract with Ericsson Inc, the vendor performed professionally and timely. O&M tasks were satisfactory completed.

**Contract Managers:** Leida Altman Carrillo, Department of Procurement Management  
Ray Davalos and Pedro Garcia, Miami-Dade Aviation Department

**Contract Effective Date:** Upon approval by the Board of County Commissioners and expiration of the mayoral veto period.

### **JUSTIFICATION**

The Miami-Dade Aviation Department (MDAD) is requesting approval of a sole source contract award to Ericsson Inc. to continue to provide operations and maintenance (O & M) full support services to various security systems used throughout Miami International Airport (MIA). This agreement will replace the current contract E8225-0/07 expiring August 31, 2007.

MDAD has an estimated capital investment in the amount of \$22,177,860 in the airport security systems at MIA. As the original equipment manufacturer, Ericsson Inc. is the sole provider capable of providing O & M Full Support services for this proprietary airport security system. It is recommended that this successor contract be executed to ensure adequate funding to support the existing airport security systems.

This O & M services contract will provide preventive maintenance, corrective maintenance, software upgrades and warranty actions for original equipment installed from various manufacturers such as Marconi-Ericsson ATM, CellStack Digital Video Transport System, personal computers used for the Security Operations and Operator Workstations (both integrated and standalone), software associated with the NSS, Matrix access control system, and the digital video recording system. In addition, contract services will include trouble ticketing, trouble identification, advanced trouble isolation, advanced trouble resolution, MAC (move, add, change), testing and implementation.

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**SECTION #2**  
**BID WAIVERS**

**Item 2.1**

**RECOMMENDATION**

It is recommended that the Board of County Commissioners waive formal bid procedures and approve the award of a contract to Applied Biosystems, Inc. to provide Deoxyribonucleic Acid (DNA) testing equipment, supplies, training and maintenance services for the Miami-Dade Police Department (MDPD) crime laboratories.

**Contract No:** BW6636-2/13

**Contract Title:** **Deoxyribonucleic Acid (DNA) Testing Equipment, Supplies, Training and Maintenance**

**Description:** This contract will provide MDPD crime laboratories with equipment, supplies, training, and maintenance for DNA testing.

**Term:** Two years, with two, two-year options-to-renew

**Contract Amount:** \$570,000 for the initial two-year term

**Using/Managing Agencies  
and Funding Sources:**

<b><u>Department</u></b>	<b><u>Allocation</u></b>	<b><u>Funding Source</u></b>
Police	\$570,000	General Fund

**Previous Contract Allocation:** \$160,000 for six months

<b>Vendor:</b>	<b>Address</b>	<b>Principal</b>
•Applied Biosystems, Inc. (Non-local vendor)	850 Lincoln Centre Drive Foster City, CA 94404	Andre F. Marion

**Contract Measure:** No measure – bid waiver

**Review Committee Date:** May 23, 2007; Item #2-01

**Local Preference:** Not applicable

**Living Wage:** The Living Wage Ordinance does not apply.

**User Access Program (UAP):** This contract includes the User Access Program (UAP) provision. The 2% discount will be collected on all purchases.

**Performance Data:** There are no known performance issues.

**Contract Managers:**

Namita Uppal, Department of Procurement Management

Stephanie Stoiloff, Miami-Dade Police Department

**Contract Effective Date:**

Upon approval by the Board of County Commissioners and expiration of the mayoral veto period.

**JUSTIFICATION**

The Miami-Dade Police Department (MDPD) Crime Laboratory Bureau requires supplies, training and maintenance for their existing DNA testing equipment manufactured by Applied Biosystems Inc.

The equipment and supplies purchased under this contract are used by the MDPD Crime Laboratory Bureau to test DNA samples. Applied Biosystems Inc. is the manufacturer of equipment which uses the only Polymerase Chain Reaction (PCR) reactive kits and other supplies for DNA testing that have been validated to produce results in accordance with the Quality Assurance Standards for Forensic DNA Testing Laboratories approved by the Federal Bureau of Investigation (FBI). Results meeting FBI standards are necessary for acceptance into the National DNA Index System. Utilizing alternative systems would require a lengthy and costly certification period, which would shut down the current DNA testing program, require re-training of staff, reconfiguring the equipment and software systems, and testing of the new products for quality control.

This contract includes the purchase of the PCR kits and associated supplies, maintenance and training on use of the equipment. These services can only be performed by Applied Biosystems certified technicians in order to maintain compliance with state and federal regulations. Additional equipment may be purchased during the term of the contract to allow the crime lab to accommodate increasing workloads.

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## Item 2.2

### **RECOMMENDATION**

It is recommended that the Board of County Commissioners waive formal bid procedures and approve the award of a professional services contract to Emphasys Software for the Miami-Dade Housing Agency (MDHA). This contract will provide MDHA with the required professional services needed to assist in the software implementation and support of the Emphasys Computer System.

**Contract No:** BW8360-2/13

**Contract Title:** **Emphasys Professional Services**

**Description:** This contract will provide MDHA with the professional services required for ongoing system support and implementation services for Phase II of the Emphasys Computer System (ECS) deployment. The recommendation to modify the contract for Phase I is presented in this agenda package as **Item 5.2**.

**Term:** Two years, with 13, one-year options-to-renew

**Contract Amount:** \$950,000 for the initial two-year term

**Using/Managing Agencies  
and Funding Sources:**

<b><u>Departments</u></b>	<b><u>Allocation</u></b>	<b><u>Funding Source</u></b>
Housing	\$950,000	Federal Revenue

**Previous Contract Allocation:** \$500,000 for a one-year term

<b>Vendor:</b>	<b>Address</b>	<b>Principal</b>
•Emphasys Software (Non-local vendor)	3890 Charlevoix Avenue Suite #370 Petoskey, MI 49770	Leslie De La Cruz

**Contract Measure:** No measure – bid waiver

**Review Committee Date:** June 13 2007; Item #5-02

**Local Preference:** Not applicable

**Living Wage:** The Living Wage Ordinance does not apply.

**User Access Program (UAP):** This contract does not include the User Access Program (UAP) provision due to the funding source.

**Performance Data:** There are no known performance issues.

**Contract Managers:**

Leida Altman Carrillo, Department of Procurement Management

Mari Saydal, Miami-Dade County Housing Agency

June Randall, Enterprise Technology Services Department

**Contract Effective Date:**

Upon approval by the Board of County Commissioners and expiration of the mayoral veto period.

**JUSTIFICATION**

The Miami-Dade Housing Agency (MDHA) is requesting approval of a bid waiver contract to Emphasys Software for professional services required to implement Phase II of the Emphasys Computer System (ECS). Phase I of the MDHA project is comprised of Section 8, Eligibility Wait List, and Private Rental Inspection modules from the Elite Housing Suite of software which will be fully implemented in September 2007. Emphasys Computer Solutions, Inc. is the proprietary owner, copyright holder and sole distributor of the Elite System. The Phase II upgrades must be expeditiously implemented to allow for programmatic controls of data, improvements in business operation and increased accountability to federal and other regulatory authorities.

Phase II is scheduled to begin September 2007 and includes business process review, reengineering, project redesign services and implementation for the Elite Public Housing module, Financial and Reporting Module suites, and the custom interfaces required by Federal HUD mandates. Phase II will provide MDHA the ability to fully implement the Financials and Public Housing software modules. This will provide MDHA the ability to accurately track services and financial information, and is critical to enhancing accountability. Completion of Phase II will allow the County to retire the 15-year-old Legacy System and reduce the costs being incurred for technical support resources needed for both the Legacy System and implementation of the Emphasys software upgrade.

Emphasys service professionals are necessary to implement the Phase II modules as the needed technical resources do not exist within MDHA or the County. These professionals possess the technical expertise and knowledge of their software to allow the much needed conversion from the current MDHA Legacy System.

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**SECTION #4**  
**EMERGENCY PURCHASES**

**Item 4.1**

**RECOMMENDATION**

It is recommended that the Board of County Commissioners waive formal bid procedures and ratify an emergency award for baggage system maintenance services for the Miami-Dade Aviation Department (MDAD).

**Contract No:** E8282-1/07

**Contract Title:** **Baggage System Maintenance Services**

**Description:** To establish an emergency contract for baggage system maintenance services for MDAD.

**Term:** Three months (May 1, 2007 through July 31, 2007) with one, five-month option-to-renew

**Contract Amount:** \$436,150 for three months

**Using/Managing Agencies  
and Funding Sources:**

<b><u>Department</u></b>	<b><u>Allocation</u></b>	<b><u>Funding Source</u></b>
Aviation	\$436,150	Operating Revenue

**Previous Contract Allocation:** \$436,150 for a three-month term

**Method of Award:** Emergency awarded to the vendor who provided services on the previous contract.

<b>Vendor:</b>	<b>Address</b>	<b>Principal</b>
•Aircraft Service International Inc. (Non-local vendor)	201 S. Orange Ave. #1100 Orlando, FL 32801	Keith P. Ryan

**Contract Measure:** No measure - emergency

**Review Committee Date:** December 6, 2006; Item #2-04

**Local Preference:** Not applicable

**Living Wage:** The Living Wage Ordinance does apply.

**User Access Program  
(UAP):** This contract includes the User Access Program (UAP) provision.  
The 2% discount is being collected on all purchases.

**Performance Data:** There are no known performance issues.

**Contract Managers:** Pamela Jenkins-Jones, Department of Procurement Management  
Neivy Garcia, Miami-Dade Aviation Department

**Contract Effective Date:** May 1, 2007 subject to retroactive approval by the Board of County Commissioners and expiration of the mayoral veto period.

### **JUSTIFICATION**

Seeking ratification of an emergency contract awarded by the Miami-Dade Aviation Department (MDAD) on May 1, 2007 for the purchase of baggage systems maintenance services. MDAD is responsible for maintaining seven miles of baggage handling equipment which serves all airlines and tenants.

Due to a recent criminal investigation, the MDAD Conveyor Shop staff responsible for maintenance of the baggage system was relieved of duty pending the outcome of the case. This created an operational emergency requiring the department to provide an alternate means of support to maintain the baggage handling system.

Aircraft Service International Group Inc. (ASIG) is an awarded vendor on a current MDAD contract that provides maintenance to the baggage systems at Miami International Airport (MIA) Concourse B. This vendor is thoroughly familiar with MIA conveyor systems. ASIG had staffing capabilities to immediately mobilize and provide the necessary services.

The advertisement for a long-term contract was approved by the Board on June 26, 2007.

The issuance of this emergency contract was certified by the director of MDAD, as required by Administrative Order 3-38.

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## Item 4.2

### **RECOMMENDATION**

It is recommended that the Board of County Commissioners (Board) waive formal bid procedures and ratify an emergency award for an emergency repair of the main gravity sewer pipeline located in Sunny Isles for the Miami-Dade Water and Sewer Department (MDWASD).

**Contract No:** E8369-WS

**Contract Title:** **Sewer Main Repair/Sunny Isles Beach Boulevard**

**Description:** To establish an emergency contract for the repair of the gravity sewer main located at Sunny Isles Beach Boulevard after damage sustained due to a sinkhole.

**Term:** One-time purchase

**Contract Amount:** \$848,027

**Using/Managing Agencies  
and Funding Sources:**

<u>Department</u>	<u>Allocation</u>	<u>Funding Source</u>
MDWASD	\$848,027	Operating Revenue

**Previous Contract  
Allocation:** Not applicable

**Method of Award:** To the lowest responsive, responsible bidder who submitted the lowest price when bids were solicited from available contractors with the experience to respond to the emergency situation.

<b>Vendor:</b>	<b>Address</b>	<b>Principal</b>
•Ric-Man International Inc. (Local vendor)	2601 N.W. 48 <sup>th</sup> St. Pompano Beach, FL 33073	David A. Mancini

**Contract Measure:** None

**Review Committee Date:** June 20, 2007; Item #3-03

**Local Preference:** Not applicable

**Living Wage:** The Living Wage Ordinance does apply.

**User Access Program  
(UAP):** This contract includes the User Access Program (UAP) provision. The 2% program discount will be collected on all purchases.

**Contract Managers:** Magda Reynaldos, Department of Procurement Management

**Contract Effective Date:** May 31, 2007 subject to retroactive approval by the Board of County Commissioners and expiration of the mayoral veto period.

**JUSTIFICATION**

Seeking ratification of an emergency contract awarded by the Miami-Dade Water and Sewer Department (MDWASD) on May 31, 2007 for the repair of the main gravity sewer line located at Sunny Isles Beach Boulevard as a result of damage caused by a sinkhole.

MDWASD was notified by the Florida Department of Transportation (FDOT) on May 30, 2007 of a collapse of the road on Sunny Isles Beach Boulevard. An FDOT repair crew attempted to patch a developing sinkhole in the area adjacent to Sewer Pump Station 301. The entire road collapsed onto a gravity sewer manhole. MDWASD crews were immediately dispatched to the area for damage assessment and response.

Upon inspection, it was determined that the roadway collapse severely damaged portions of the 42-inch gravity sewer main which feeds pump station 301. This sewer main serves all of the residents in the area north of Haulover Inlet to Golden Beach. Due to the potential risk to the public health and safety of the adjacent Sunny Isles Beach community, the repair of the sewer main had to be addressed immediately. The site is a major thoroughfare which required multiple-lane closures and sewer line bypasses installed during the repair. Expediting the needed repairs was essential to minimize disruption to the surrounding community.

The Department of Procurement Management was notified of this emergency on May 31, 2007. DPM and MDWASD identified three local contractors with the requested experience to respond to this emergency situation, conducted a pre-bid conference at the jobsite on June 1, 2007, requested sealed bids from the firms, and formally opened the sealed proposals on June 4, 2007. Three bids were received from Lanzo Construction Company of Florida, Metro Equipment Services, Inc. and Ric-Man International, Inc.

The issuance of this emergency contract was certified by the director of the Miami-Dade Water and Sewer Department, as required by *Administrative Order 3-38*.

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**SECTION #5**  
**NON-COMPETITIVE CONTRACT MODIFICATIONS**

**Item 5.1**

**RECOMMENDATION**

It is recommended that the Board of County Commissioners approve a modification to this contract for additional time and spending authority for the Miami-Dade Public Library System (MDPLS) to procure computer hardware, licenses, maintenance, and support services for the Horizon Library Automated System used at all MDPLS facilities in the County. This contract modification will allow for uninterrupted use of the Horizon System while a new contract is established through a full and open competitive Request for Proposals (RFP) to address the announced phase-out of the Horizon System by SirsiDynix.

**Contract No.:** BW7126-4/07-4

**Contract Title:** **Library Automated System Upgrade**

**Description:** This contract provides MDPLS with the Horizon Library Automated System used throughout the County as the central operating system for all library branches.

**Initial Contract Term and Estimated Usage:** August 1, 2002 through July 31, 2003  
**\$1,000,000 for one-year**, with four, one-year options-to-renew

First Option-to-Renew: August 1, 2003 through July 31, 2004  
**\$1,000,000 for one year**

Second Option-to-Renew: August 1, 2004 through July 31, 2005  
**\$500,000 for one year**  
MDPLS requested to reduce their allocation prior to exercising this option-to-renew as only \$189,028.77 was released during the first option-to-renew year.

Third Option-to-Renew: August 1, 2005 through July 31, 2006  
**\$500,000 for one year**

Fourth Option-to-Renew: August 1, 2006 through July 31, 2007  
**\$500,000 for one year**

**Type of Change:** Additional time and spending authority

**Existing Allocation:** \$ 500,000

**Increase By:** \$1,286,215

**Modified Allocation:** \$1,786,215

**Using/Managing Agencies  
and Funding Sources:**

<b><u>Department</u></b>	<b><u>Existing Allocation</u></b>	<b><u>Additional Allocation</u></b>	<b><u>Modified Allocation</u></b>	<b><u>Funding Source</u></b>
Library	\$500,000	\$1,286,215	\$1,786,215	Library District Revenue

**Current Expiration:** July 31, 2007

**Modified Expiration:** July 31, 2010

<b>Vendor:</b>	<b>Address</b>	<b>Principal</b>
•Sirsi Corp. (Non-Local Vendor)	400 West Dynix Drive Provo, UT 84604	Bill Kennedy

**Contract Measure:** No measure – bid waiver

**Local Preference:** Applied in accordance with the Local Preference Ordinance.

**Living Wage:** The Living Wage Ordinance does not apply.

**User Access Program (UAP):** This contract includes the User Access Program (UAP) provision. The 2% discount is being collected on all purchases.

**Performance Data:** There are no known performance issues.

**Contract Managers:** Leonard Gonzalez, Department of Procurement Management  
Phyllis S. Alpert, Miami-Dade Public Library System

**Contract Modification Effective Date:** Upon approval by the Board of County Commissioners and expiration of the mayoral veto period.

**REASON FOR CHANGE**

The major business software used by the Library Department is a product called Horizon from SirsiDynix, Inc. This is an Integrated Library System (ILS) which provides software for a variety of business practices through various modules, such as Circulation, Cataloging, Acquisitions, Serials, HomeBound, as well as the Public Catalog. This is a complex system that also needs to interface with other existing systems such as self-check and computer signup, time and print management. The Library is currently on version 7.3.4 and had been planning to upgrade to version 8.x as soon as it was available.

The Library Department's contract with SirsiDynix will expire at the end of July 2007. For over one year, the Library Department and the Department of Procurement Management (DPM) have been discussing the procurement of SirsiDynix's Horizon 8.x version and continue maintenance and support. On March 12, 2007 SirsiDynix announced that they were dropping Horizon 8.x development and focusing on a new product called "Rome," which is based on their other existing product, Unicorn. Due to this, a decision was made to pursue a new ILS System.



SirsiDynix will continue to support the Horizon 7.3.4 version for approximately six years, with the expectation that current customers will eventually upgrade to the new product line.

The Library Department is currently working with DPM on the creation of a Request for Proposal for the purchase of a new ILS system. The Library Department has conducted market research and is preparing the RFP scope. It is expected that the RFP process will take more than a year. Implementation of a new ILS System requires extensive training for all staff, as well as decision making and actions to set a multitude of parameters.

The modification to the existing contract will allow for the current vendor to continue to maintain the existing hardware and software systems, including support services, which are critical for the Library's daily operations. In addition, we expect to purchase additional licenses for new branches and equipment needed to keep the existing system operational. The contract allows for the County to cancel (opt out of) with notice whenever the implementation of the new system is completed. It is the Library's and DPM's intention to move through the RFP process, contract negotiation, and implementation of a new system as quickly as possible.

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## Item 5.2

### RECOMMENDATION

It is recommended that the Board of County Commissioners approve a modification to this contract for additional spending authority for the Miami-Dade Housing Authority (MDHA) to purchase software upgrades and maintenance services from Emphasys Computer Solutions, the proprietary owner of the Elite Section 8 system, used at MDHA for compliance with Department of Housing and Urban Development (HUD) regulatory and reporting requirements.

**Contract No.:** SS7991-15/22-1

**Contract Title:** **Emphasys Software and Maintenance**

**Description:** This contract provides MDHA with the ongoing maintenance support for Phase I of the Emphasys Elite Section 8 system currently utilized by the department to remain in compliance with the Federal HUD program. The recommendation to award the contract for Phase II is being presented to the Board of County Commissioners in this agenda package and is listed as **Item 2.2**.

**Initial Contract Term and Estimated Usage:** March 27, 2006 through March 26, 2007  
**\$460,295 for one-year**, with 15, one-year options-to-renew

**Option-to-Renew and Estimated Usage:** 15 one-year options-to-renew through March 26, 2022  
**\$1,890,000 over the three-year period**

First Option-to-Renew: March 27, 2007 through March 26, 2008  
**\$126,000 for one year**

**Type of Change:** Additional spending authority

**Existing Allocation:** \$126,000

**Increase By:** \$374,000

**Modified Allocation:** \$500,000

**Vendor:**  
•Emphasys Software  
(Non-local vendor)

**Address**  
3890 Charlevoix Avenue  
Suite 370  
Petoskey, MI 49770

**Principal**  
Leslie De La Cruz

### **Using/Managing Agencies and Funding Sources:**

<u>Department</u>	<u>Existing Allocation</u>	<u>Additional Allocation</u>	<u>Modified Allocation</u>	<u>Funding Source</u>
Housing	\$126,000	\$374,000	\$500,000	Federal Revenue

<b>Current Expiration:</b>	March 26, 2008
<b>Modified Expiration:</b>	Unchanged
<b>Contract Measure:</b>	None – sole source
<b>Local Preference:</b>	Not applicable
<b>Living Wage:</b>	The Living Wage Ordinance does not apply.
<b>User Access Program (UAP):</b>	This contract does not include the User Access Program (UAP) provision due to the funding source.
<b>Performance Data:</b>	There are no known performance issues.
<b>Contract Managers:</b>	Leida Altman Carrillo, Department of Procurement Management  Mari Saydal, Miami-Dade Housing Authority  June Randall, Enterprise Technology Services Department
<b>Contract Modification Effective Date:</b>	Upon approval by the Board of County Commissioners and expiration of the mayoral veto period.

#### **REASON FOR CHANGE**

Authorization is requested for additional spending authority to provide Miami-Dade Housing Agency (MDHA) with the required software upgrades, maintenance and support services from Emphasys Computer Solutions, Inc., the proprietary owner, copyright holder and sole distributor of the Elite System. The upgrades must be expeditiously implemented to allow for programmatic controls of data, improvements in business operation and increased accountability to federal and other regulatory authorities.

This contract was approved by the Board of County Commissioners on February 7, 2006, in the amount of \$460,295 for a one year term to implement Phase I which includes three software modules, as well as maintenance and support services. Additionally, the contract includes \$120,000 annually for the option-to-renew periods, including a 5 percent maximum annual increase for the maintenance portion of the contract. This contract was executed based on a previous competitive Request for Proposals for a comprehensive information system. This purchase allowed MDHA to receive upgraded modules with no additional licensing costs as long as the maintenance fees are paid.

Phase I of the MDHA project is comprised of Section 8, Eligibility Wait List, and Private Rental Inspection modules from the Elite Housing Suite of software which, when fully implemented, will replace the department's current Legacy application. When the contract was executed, Phase I of the project was expected to begin in mid-summer 2006. Phase I was delayed by the Housing Management Team until a determination could be made if the project was in the best interest of Miami-Dade County. The Team found that upgrading the system was integral to MDHA's ability to deliver client services, improve data integrity, streamline property management, and assist in

complying with HUD regulatory and reporting requirements. Phase I commenced on January 8, 2007 and will be completed in September 2007.

Emphasys service professionals are necessary to implement the upgraded modules as the needed technical resources do not exist within MDHA or the County. These professionals possess the technical expertise and knowledge of their software to allow the much needed conversion from the current MDHA Legacy System.

Although the contract amount for Phase I, including ongoing support maintenance, was adequate for the upgrade as originally planned, additional services are needed to respond to HUD requirements and to maintain the system, concurrent with the implementation of the upgrade. These additional support services require an increased allocation to complete Phase I. Phase II is expected to begin in early fall 2007, as detailed in Item 2.2. After completion of Phase II, the Legacy System will be retired.

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Item 5.3

**RECOMMENDATION**

It is recommended that the Board of County Commissioners approve a modification to this contract for additional time and spending authority for security guard and screening services various facilities managed by General Services Administration (GSA). This modification will extend the contract with prorated funding for up to six months or until the successor contracts are awarded.

**Contract No:** EM7797-2/07-2

**Contract Title:** **Security Guard and Screening Services**

**Description:** This contract is to provide security guard and screening services in GSA managed facilities.

**Initial Contract Term and Estimated Usage:** April 1, 2005 through March 31, 2006  
**\$28,423,988 for one-year**

**Option-to-Renew and Estimated Usage:**

First Option-to-Renew: April 1, 2006 through September 30, 2006  
**\$14,211,994 for six months**

Second Option-to-Renew: October 1, 2006 through March 31, 2007  
**\$14,211,994 for six months**

Extension: April 1, 2007 through September 30, 2007  
**\$22,211,994 for six months**

**Total: \$36,423,988 for 12 months**

**Type of Change:** Additional spending authority and time

**Existing Allocation:** \$36,423,988

**Increase by:** \$22,000,000

**Modified Allocation:** \$58,423,988

**Using/Managing Agencies and Funding Sources:**

<u>Department</u>	<u>Existing Allocation</u>	<u>Additional Allocation</u>	<u>Modified Allocation</u>	<u>Funding Source</u>
GSA	\$36,423,988	\$22,000,000	\$58,423,988	General Fund and Service Charges

**Current Expiration:** October 1, 2007

**Modified Expiration:** March 31, 2008

<b>Vendors:</b>	<b>Address</b>	<b>Principal</b>
•Alanis Inc. (Local vendor)	7220 N.W. 36 <sup>th</sup> St. #429 Miami, FL 33166	Barry Pasternak
•Delad Security Inc. (Local vendor)	6073 N.W. 167 <sup>th</sup> St. #C-10 Miami, FL 33015	Adeola M. Akanni
•Forestville Corp. (Local vendor)	6990 S.W. 8 <sup>th</sup> St. Miami, FL 33144	Ernesto Barrios
•Milex Corp. (1985) Inc. (Local vendor)	5190 N.W. 167 Street Suite #215 Miami, FL 33014	Ian Robinson
•Security Alliance of Florida LLC (Local vendor)	9350 Financial Center Penthouse V Miami, FL 33156	Carl St. Phillip
•Vanugard Security Inc. (Local vendor).	10145 N.W. 19 Street Miami, FL 33172	Thomas M. Shopay
•50 State Security Service Inc. (Local vendor)	1125 N.E. 125th St Miami, FL 33161	John M. Williams
<b>Contract Measure:</b>	None	
<b>Local Preference:</b>	Not applicable	
<b>Living Wage:</b>	The Living Wage Ordinance does apply.	
<b>User Access Program (UAP):</b>	This contract includes the User Access Program provision. The 2% discount is being collected on all purchases.	
<b>Contract Managers:</b>	Maria Hevia, Department of Procurement Management  Lucy Romano, General Services Administration	
<b>Contract Effective Date:</b>	Upon approval by the Board of County Commissioners and expiration of the mayoral veto period.	

#### **REASON FOR CHANGE**

Authorization is requested for additional time and spending authority to provide security guard and screening services at various facilities managed by General Services Administration (GSA).

The term of this emergency contract, as approved by the Board of County Commissioners (Board) on March 15, 2005, was for a one-year period with an option-to-renew for two six-month periods. The Board approved the award of the contract for a period of one year and indicated that DPM was not to exercise any options-to-renew period without the prior approval of the Board.

It has been necessary to exercise both of the six-month options-to-renew in order to allow sufficient time for the issuance, evaluation and award of a competitive replacement contract. The Board approved the first option-to-renew on November 1, 2005 and the second on June 6, 2006.

Requests for Proposals (RFP) 487A and 487B were issued to replace this emergency contract. It was necessary to exercise the second option-to-renew for six months to allow sufficient time for evaluation of the two Requests for Proposals, and for an effective service transition once the contracts were awarded.

Following the evaluation process, the recommendation to award RFP487A was approved by the County Manager on October 3, 2006. However, the award of RFP487A has been delayed due to a review of issues involving the Small Business Enterprise (SBE) certification of the recommended proposers. The recommendation to award of RFP 487B has been delayed due to a pending audit involving one of the recommended vendors. These delays necessitated an additional extension of six months. On February 6, 2007, the Board approved a six month extension through September 30, 2007 with the direction to seek Board approval prior to executing any necessary changes.

A subsequent recommendation to award was presented to the Board for approval on June 5, 2007. Three protests were filed and are pending hearing examiner review. This modification for additional time and spending authority is necessary to ensure continued security guard services until a determination is made regarding the award of the replacement contract.

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**SECTION #6**  
**CONFIRMATION (UNAUTHORIZED) PURCHASES**

Item 6.1

**RECOMMENDATION**

It is recommended that the Board of County Commissioners ratify the award of a confirmation purchase to A Native Tree Service, Inc. for lot clearing services rendered for the General Services Administration (GSA).

**Contract No:** CP8376-GS

**Contract Title:** Lot Clearing Services

**Description:** To furnish lot clearing services for County-owned Parcel #5 located directly in front of the main gate of Homestead Air Force Base (HAFB).

**Term:** November 24, 2006 through January 2, 2007

**Contract Amount:** \$312,165

**Using/Managing Agencies and  
Funding Sources:**

<u>Departments</u>	<u>Allocation</u>	<u>Funding Source</u>
GSA	\$312,165	General Fund

<b>Vendor:</b>	<b>Address</b>	<b>Principal</b>
•A Native Tree Service, Inc. (Local vendor)	15733 S.W. 117 <sup>th</sup> Ave. Miami, FL 33177	Dayne Tomasetti

**Contract Measure:** Not applicable

**Review Committee Date:** Not applicable

**Living Wage:** The Living Wage Ordinance does not apply.

**Contract Managers:** Lourdes Betancourt, Department of Procurement Management  
Lucy Romano , General Services Administration

**JUSTIFICATION**

Approval is requested to ratify the award of an unauthorized (confirmation) purchase for General Services Administration (GSA) for lot clearing and debris removal services for County-owned land adjacent to Homestead Air Reserve Base (HARB).



Parcel 5 is a vacant, 75-acre site acquired by the County from the federal government in 2003 following the partial closure of Homestead Air Force Base (HARB). The site is located in front of the main gate, with direct sight lines into the portion of the original base that is still utilized by the USAF as an Air Reserve Base. The site had become densely overgrown with grass, vines, shrubs and trees and had become a dumping area for abandoned vehicles, boats, appliances, tires, vegetation and debris from subsequent storms. Conditions reached a critical level in late 2006, when squatters were detected on the property, and USAF security patrols found that the site became nearly impossible to effectively access or patrol. HARB command personnel contacted County management and requested that the site be completely cleared as soon as possible. The action by the Air Force to elevate the condition of the property as a Homeland Security matter necessitated prompt action.

General Services Administration (GSA) staff, who manages the former HARB property, immediately initiated a bidding process to secure the services. Unfortunately, the GSA employee performing day-to-day management activities for the site does not routinely handle procurement functions, and unintentionally failed to follow procurement procedures. The employee (1) secured the names of, and contacted, five approved County vendors for lot clearing services, (2) coordinated a site visit and provided each vendor with an identical scope of work, (3) secured proposals from each vendor, and (4) awarded the project to the lowest bidder (A Native Tree Service, Inc.).

Notwithstanding the above, the GSA employee failed to notify the Department of Procurement Management in advance of the needed work, and did not secure an emergency purchase order number prior to authorizing A Native Tree Service, Inc. to commence work. As a result, the vendor completed the work (performed between November 2006 and January 2007) without the proper authorization to receive payment for the services provided. In addition, the employee was unaware there is an existing County contract for this type of work that should have been utilized, and would have negated the need for an emergency process. Additional training is being provided to ensure that all staff is familiar with proper procedures. Additionally, we now require that a unit supervisor review all procurement actions prior to work authorizations being issued. This was an isolated incident which will not occur in the future.

It is therefore requested that the remaining invoices, which are beyond the County Manager's authority, be approved for payment. A previous confirmation purchase was processed administratively in the amount of \$61,195 for a portion of the services.

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**SECTION #7**  
**REQUESTS FOR AUTHORITY TO EXERCISE OPTION-TO-RENEW (OTR) PERIODS**  
**UNDER EXISTING NON-COMPETITIVE CONTRACTS THAT WOULD BRING THE**  
**CUMULATIVE CONTRACT VALUE TO MORE THAN \$100,000**

**Item 7.1**

**RECOMMENDATION**

It is recommended that the Board of County Commissioners authorize the Option-to-Renew (OTR) periods for this non-competitive contract to purchase parts, maintenance and repair services for Grizzly Cranes and E-Z Compactors for the Department of Solid Waste Management (DSWM). The current contract term expires on August 31, 2007. Exercising the periods will bring the cumulative value of the contract over \$100,000 for a total value of \$320,000.

**Contract No.:** SS7058-3/10

**Contract Title:** **Grizzly Cranes and E-Z Compactor Parts, Maintenance and Repair Services**

**Description:** This contract is established for the purchase of parts, maintenance and repair services for Grizzly Cranes and E-Z Compactors trash compactors operated by DSWM at the three transfer stations.

**Initial Contract Term and Estimated Usage:** September 21, 2006 through August 31, 2007  
**\$80,000 for one year**, with three, one-year options-to-renew

**Option-to-Renew and Estimated Usage:** Three, one-year options-to-renew through August 31, 2010  
**\$240,000 over the three-year period**

First Option-to-Renew: September 1, 2007 through August 31, 2008  
**\$80,000 for one year**

Second Option-to-Renew: September 1, 2008 through August 31, 2009  
**\$80,000 for one year**

Third Option-to-Renew: September 1, 2009 through August 31, 2010  
**\$80,000 for one year**

**Using/Managing Agencies and Funding Sources:**

<b><u>Department</u></b>	<b><u>Existing Allocation</u></b>	<b><u>Funding Source</u></b>
Solid Waste	<b>\$80,000 for one year</b>	Operating Revenue

**Contract Measure:** No measure – sole source

**Local Preference:** Not applicable

**User Access Program  
(UAP):**

This contract includes the User Access Program (UAP) provision.  
The 2% discount will be collected on all purchases.

**Performance Data:**

There are no known performance issues.

**Vendor:**

•Hydraulic Associates, Inc.  
(Local vendor)

**Address**

8311 N.W. 70 Street  
Miami, FL 33147

**Principal**

Keith A. Scalf

**Contract Managers:**

Aylin Borrego, Department of Procurement Management

Ermine Brookes, Department of Solid Waste Management

**JUSTIFICATION**

This contract is to provide parts, maintenance and repair services to the Grizzly Cranes and E-Z Compactors operated by the Department of Solid Waste Management (DSWM) at three transfer stations.

This contract is to provide replacement parts and repair services required for the maintenance of the Grizzly Cranes manufactured by Crane Equipment Manufacturing Corp. and the E-Z Pack transfer compactors manufactured by McCain Southland operating in the transfer stations for DSWM.

Both manufacturers have designated Hydraulics Associate Inc. as their sole distributor of parts and repair services in the South Florida region. Although systems vary and other brands are marketed, parts for this equipment are not interchangeable. Hydraulics Associate, Inc. is the only firm in the South Florida area authorized to perform the necessary services and provide the necessary parts.

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## Item 7.2

### **RECOMMENDATION**

It is recommended that the Board of County Commissioners authorize the Option-to-Renew (OTR) periods for this non-competitive contract to purchase maintenance, repair services and spare parts for the existing fleet of custom sludge drying equipment manufactured by Brown Bear Corp. for the Miami-Dade Water and Sewer Department (MDWASD). The current contract term expires on August 31, 2007. Exercising the OTR periods will bring the cumulative value of the contract over \$100,000 for a total value of \$500,000.

**Contract No.:** BW7213-4/11

**Contract Title:** **Brown Bear Sludge Equipment Original Equipment Manufacturer (OEM) Maintenance, Repair Services and Spare Parts**

**Description:** This contract is established to purchase maintenance, repair services and spare parts for the Brown Bear sludge units.

**Initial Contract Term and Estimated Usage:** September 1, 2006 through August 31, 2007  
**\$ 48,750 for one year**, with four, one-year options-to-renew  
\$ 51,250 modification approved administratively November 2006  
**\$100,000 for one year**

**Option-to-Renew and Estimated Usage:** Four, one-year options-to-renew through August 31, 2011  
**\$400,000 over the four-year period**

First Option-to-Renew: September 1, 2007 through August 31, 2008  
**\$100,000 for one year**

Second Option-to-Renew: September 1, 2008 through August 31, 2009  
**\$100,000 for one year**

Third Option-to-Renew: September 1, 2009 through August 31, 2010  
**\$100,000 for one year**

Third Option-to-Renew: September 1, 2010 through August 31, 2011  
**\$100,000 for one year**

**Using/Managing Agencies  
and Funding Sources:**

<u>Department</u>	<u>Existing Allocation</u>	<u>Funding Source</u>
Water and Sewer	<b>\$100,000 for one year</b>	Operating Revenue

**Contract Measure:** No measure – bid waiver

**Local Preference:** Not applicable

**User Access Program  
(UAP):**

This contract includes the User Access Program (UAP) provision.  
The 2% discount is being collected on all purchases.

**Performance Data:**

There are no known performance issues.

**Vendor:**

•Brown Bear Corp.  
(Non-local vendor)

**Address**

P.O. Box 29  
Corning, IA 50841-0029

**Principal**

Jolene M. Brown

**Contract Managers:**

Alberto Falcon, Department of Procurement Management

Gracian Cases, Miami-Dade Water and Sewer Department

**JUSTIFICATION**

This contract is to purchase maintenance, repair services and spare parts for the existing fleet of custom sludge during equipment manufactured by Brown Bear Corp. Brown Bear is the original manufacturer of the vehicles and the only source of OEM parts.

The Department of Procurement Management conducted market research which concurs that Brown Bear Corp. is the original equipment manufacturer and the only source that can perform the necessary service and provide the necessary parts.

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